

Position Opening



Title: ASSISTANT DIRECTOR, DIAGNOSTIC CENTER

CALIFORNIA DEPARTMENT OF EDUCATION, **Diagnostic Center, Central California (Fresno)** has an immediate opening for Assistant Director. The position requires a California Administrative Services or other Supervisory Credential. The Assistant Director provides direct and programmatic supervision of transdisciplinary teams of specialists, including a Developmental Pediatrician, Speech/Language Pathologists, Education Specialists, School Psychologists, and a Clinical Psychologist, as they perform both assessments of students with special needs and staff development and training programs for LEA staff. Manages referral review process. Oversees scheduling and planning for assessment and training programs. Develops quality control measures for all assessment and training programs. Plans staff development activities as needed. Assists with recruiting, hiring and training plans for Diagnostic Center specialists. Interested individuals may send a vita with three letters of recommendation to ***Carole Bence, Director, Diagnostic Center, Central California, 1818 W. Ashlan Ave., Fresno, CA 93705. For additional information, contact Ms. Bence @ 559-228-2213 or cbence@dcc-cde.ca.gov.***

Minimum Qualifications

- ◆ Outstanding skills and experience in all aspects of the student assessment process from a multi-disciplinary team perspective (i.e., testing, conferencing w/ parents and staff, collaboration with other agencies) for students with a variety of handicapping conditions (e.g., learning disabilities, mental retardation, autism, severe emotional disturbance, traumatic brain injury, etc).
- ◆ Exceptional written and oral communication skills.
- ◆ Possession of a California Administrative Services or other appropriate Supervision credential.
- ◆ Possession of a Master's degree in Education or a related field (e.g., school psychology, special education, school administration, etc).
- ◆ Knowledge of California and federal laws governing special education programs and services.
- ◆ Willingness and availability to do moderate amount of travel to LEAs throughout central California as well as statewide California Department of Education sites.

Desired Characteristics

- ◆ Minimum of two years of experience supervising professional staff and programs related to special education
- ◆ Outstanding skills as a team leader with experience developing short and long term agency or team goals and evaluation of progress towards them.
- ◆ Exceptional team building skills
- ◆ Excellent conflict resolution skills

Benefits

- ◆ **Salary range: \$6,087 to \$8,153/month or annually \$73,044 to \$97,836 plus \$400/month recruitment and retention incentive (219 day Academic Year) = Annual Salary Range \$77,844 to \$102,636.**
- ◆ Excellent medical, dental and vision coverage, plus PERS retirement.
- ◆ Opportunity to work in a unique educational environment with some of the State's most competent specialists in the field of special education assessment and staff development.
- ◆ Superb educational facility in a beautiful setting, with conference facilities, videoconferencing room and plenty of office space.

Final Filing Date: Open until filled. Interviews begin in March, 2012.